

# MISSOURI BOARD OF PRIVATE INVESTIGATOR AND PRIVATE FIRE INVESTIGATOR EXAMINERS



DECEMBER 2021

This is an official publication of the  
Division of Professional Registration.



MISSOURI DIVISION OF  
**PROFESSIONAL REGISTRATION**

## GOVERNOR

The Honorable  
Michael L. Parson

## MISSOURI DCI

Chlora Lindley-Myers  
Director

## DIVISION OF PROFESSIONAL REGISTRATION

Sheila Solon  
Acting Division Director

## BOARD MEMBERS

Charles Giessing  
Chairperson  
Private Fire Investigator  
Farmington, MO

Douglas E Mitchell  
Vice Chairperson  
Private Investigator  
Warrensburg, MO

Tim Flora  
Private Investigator  
St Louis, MO

Kenneth McGhee  
Public Member  
Florissant, MO

Thomas Skinner  
Private Investigator  
Jacksonville, MO

1 Private Fire Investigator Vacancy  
1 Public Member Vacancy

## STAFF

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Executive Director

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# GREETINGS PRIVATE INVESTIGATORS AND PRIVATE FIRE INVESTIGATORS:



**CHARLES R. GIESSING,  
CHAIR OF COMMITTEE**

I am very happy the members of the Board of Private Investigator and Private Fire Investigator Examiners had confidence in reelecting me for another year as Chairman of this Board. I thank each one of them for their vote. As Chairman it has given me a greater understanding of the Board's responsibility towards the two professions. The purpose of the licensing of these professions in Missouri is to raise the level of professionalism and make them accountable to the public that seeks out their services.

The board's staff had to deal with COVID-19 and at the same time see that the work continued, so we didn't have too much of a backlog. We are very happy those affected by COVID-19 recovered and are back to work. Our outstanding staff and Executive Director, Ms Pam Goose, worked sometimes short of staff but they got the mission accomplished. I personally thank them for their efforts.

The Board had to go from in person meetings to a video conference platform during the early days of COVID-19 to transact the business of the Board. In the coming year we will go back to a combination of in person meetings and video conferences. It is the hope to maybe do "outreach" meetings again to give each licensee around the state a chance to see the Board at work. Information regarding Board meetings is posted on the website.

I want to touch on the licensing and renewal fee increases you will see in December. The fees have remained untouched since 2007 when the Board was formed and the licensing process was being formed. Expenses have increased over the years but through the efforts of previous Boards and the current Board, we tried to watch the expenses that are incurred to administer the state Statute. In the end we knew the fees would have to be increased to continue the level of service to each licensee and to carry out the purpose of the Board, public protection.

I will continue to remind each private investigator that you need to meet your educational credits (CE) prior to any renewal period. Acceptable conferences or classes can be found on the website. Private fire investigators must maintain current certification in fire investigation from the Missouri Division of Fire Safety showing you as a certified Missouri fire investigator prior to any renewal period. All this information on how to renew your certification can be found on the Division of Fire Safety website.

Remember, failure to receive a license renewal notice does not relieve the licensee of the obligation to renew and pay the required fees. If you move, change a phone number or email address be sure to contact the staff. If you are a licensed agency be certain your staff keeps their information current. At the same time, we ask that you please keep your contact information current.

I continue to be proud that Missouri is the only state that licenses private fire investigators in their respective field. Many states group fire investigators with private investigators. Fire investigators do not perform

## GREETINGS CONTINUED

the same work as private investigators and Missouri's decision that they should be licensed in their own profession was proper. I hope that other states will look at Missouri licensing of private fire investigators and see that this is the proper way.

Again, I can't say enough about the wonderful staff and an outstanding Executive Director, Ms Pam Groose. If you have any questions, please feel free to contact them at the division office in Jefferson City. The website is also a good source of information to maybe answer any question you have.

As always, we welcome you to attend any Board meeting. The board and staff are here to administer the state Statute and to assist the private investigators and private fire investigators through the licensure and renewal processes in an effort to protect the public in Missouri.

Respectfully,

Charles R. Giessing

# REMINDERS

We are quickly coming up on renewal time. Private Investigators and Private Fire Investigators need to renew before the April 30, 2022 expiration date. Agency licenses need to renew before the May 31, 2022 expiration date. Agency Employees need to renew before the June 30, 2022 expiration date.

Before you can renew your licenses, Private Investigators and Agency Investigator Employees need to submit the required Continuing Education documentation. Private Investigators should have their required 16 CE's submitted by February 28, 2022, and AIE's should submit their 8 CE's by April 30, 2022. We encourage you to submit those as soon as they are completed. You may submit them by mail, e-mail, or by fax. Remember, if this is your first renewal you are not required to submit any CE's.

Private Fire Investigators and Agency Fire Investigator Employees need to make sure we have your current Certification as a Fire Investigator on file. We cannot renew your license without proper certification documentation. These may also be submitted by mail, e-mail, or fax.

Please make sure you notify us of all changes in contact information, whether mailing address, phone, or e-mail. It is important we are able to contact you concerning upcoming renewals and any issues with your license.

Please make sure to renew prior to the expiration of the license. The Board will send out renewal reminders via e-mail, but it is the responsibility of the licensee to renew on time. Per 20 CSR 2234-2.040:

Failure to receive a license renewal notice shall not relieve the licensee of the obligation to renew the license and pay the required fee prior to the expiration date of the license. Renewals shall be postmarked no later than the expiration date of the license to avoid the late penalty fee.

We will need a current photo sent in with each renewal form, and PI's and PFI's need to make sure we have current liability insurance documentation on file.

If you have any questions, please don't hesitate to contact the office at 573-522-7744 or [pi@pr.mo.gov](mailto:pi@pr.mo.gov).

## **Reminders for Your Agency Employee Applicants**

Private Investigator Agencies and Private Fire Investigator Agencies, please make sure your applicants for Agency Investigator Employees follow the directions on our website for fingerprints. Manual fingerprints MUST be mailed directly to IdentoGo in Brentwood, Tennessee. Mailing fingerprints to us with the application slows the licensure process immensely.

# COMMITTEE MEMBERS



**Charles Giessing**  
**Private Fire Investigator**  
**Chairperson**  
Farmington, Missouri



**Douglas E Mitchell**  
**Private Investigator**  
**Vice Chairperson**  
Warrensburg, Missouri



**Tim Flora**  
**Private Investigator**  
**Member**  
St. Louis, MO



**Kenneth McGhee**  
**Public Member**  
Florissant, Missouri



**Thomas Skinner**  
**Private Investigator**  
**Member**  
Jacksonville, MO



**Pam Groose**  
**Executive Director**



# CONGRATULATIONS!

The Board of Private Investigator and Private Fire Investigator Examiners offers our heartfelt thanks to all who have served professionally to help the citizens of Missouri. We'd like to recognize those of you who have reached a milestone as a licensed Private Investigator or Agency Investigator Employee in our state.

## 10 YEARS AS A LICENSED PRIVATE INVESTIGATOR – LICENSED IN 2011

ROBERT BOND, CHERRY HILL, NJ

BRAD CASON, HANSON, MA

PERRY CLAYTON, LEES SUMMIT, MO

TERRY DECKER, SUNRISE BEACH, MO

DANIEL DRAGO, EUREKA, MO

KEVIN GARRISON, SAINT LOUIS, MO

THOMAS GRIFFIN, O FALLON, MO

DANIEL GROTHAUS, SAINT LOUIS, MO

JAMES HAND, LEES SUMMIT, MO

JASON HILL, CARTHAGE, MO

DURWOOD HURST, BELLEVILLE, IL

JACQUELYN JAMES, WILDWOOD, MO

TERESA JUSTICE, THAYER, MO

JARRETT KOLTHOFF, SAINT LOUIS, MO

MICHAEL ORCHARD, COLUMBUS, OH

JIMMY REEVES, O FALLON, MO

ANTHONY ROMAN, UNIONDALE, NY

EDWARD STEPPER, WOBURN, MA

JOSEPH TWARDOWSKI, PARKVILLE, MO

BRADLEY VOTAW, SPRINGFIELD, MO

## 10 YEARS AS A LICENSED AGENCY INVESTIGATOR EMPLOYEE – LICENSED IN 2011

RICHARD BESSE, ATLANTA, GA

KIMBERLY BROWN, GLEN CARBON, IL

ADAM BULLARD, RALEIGH, NC

ABRAM CHLARSON, RALEIGH, NC

ZACHARY DEES, SAINT LOUIS, MO

JASON EDMONDS, JACKSONVILLE, FL

RONALD ELKINS, BURBANK, CA

WILLIAM GRAHAM, TROY, MI

SCOTT HANBERRY, ALPHARETTA, GA

JENNIFER MASLANKA, BEAVERTON, OR

LAURA MITCHELL, WARRENSBURG, MO

MARK PENROD, CENTRALIA, IL

CYNTHIA ROLFINGSMEIER, BELLEVILLE, IL

MATTHEW TRAN, DENTON, TX

## 10 YEARS AS A LICENSED AGENCY-LICENSED IN 2011

A-1 PRIVATE INVESTIGATIONS LLC, CLAYTON, MO  
ADAMS INVESTIGATIONS LLC, SAINT LOUIS, MO  
ADVANCED INVESTIGATIVE SERVICES, INC.,  
NASHVILLE, IL  
ADVANTAGE SURVEILLANCE LLC,  
THOMASVILLE, NC  
ALLIED UNIVERSAL SECURITY SERVICES,  
KANSAS CITY, MO  
BKI SERVICES LLC, CARTHAGE, MO  
BLUE EAGLE INVESTIGATIONS INC,  
OVERLAND PARK, KS  
CDA OF EAST CENTRAL MISSOURI LLC,  
SAINT PETERS, MO  
CLAIMS BUREAU USA INC, WOBURN, MA  
CLAIMS VERIFICATION INC, SACRAMENTO, CA  
COTTEN INVESTIGATIONS I INC, SAINT LOUIS, MO  
COVENTBRIDGE GROUP, JACKSONVILLE, FL  
DEFENSE INVESTIGATORS GROUP INC,  
HANSON, MA  
DIGISTREAM CHICAGO INC, DAVIS, CA  
DTIQ SERVICES INC, FRAMINGHAM, MA  
DYNAMIC INVESTIGATIONS GROUP,  
SPRINGFIELD, MO  
ENVISTA FORENSICS LLC, TUSTIN, CA  
ETHOS RISK SERVICES LLC,  
SAINT PETERSBURG, FL

FIRST ADVANTAGE BACKGROUND SERVICES CORP,  
SAINT PETERSBURG, FL  
FREDERICK INVESTIGATIONS INC, SAINT LOUIS, MO  
G R MARTIN & ASSOCIATES LLC, WEST PLAINS, MO  
G4S COMPLIANCE & INVESTIGATIONS, RALEIGH, NC  
GATEWAY INVESTIGATIONS LLC, SAINT LOUIS, MO  
GRIFFIN PERSONNEL GROUP INC, O FALLON, MO  
GSR INVESTIGATIONS, KANSAS CITY, MO  
HUB ENTERPRISES INC, LAFAYETTE, LA  
HURST INVESTIGATION SERVICES INC, BELLEVILLE, IL  
INFORMATION DISCOVERY SERVICES, FORT WORTH, TX  
INSIGHT SERVICE GROUP INC, DANVERS, MA  
INTERTEL INC, SAINT LOUIS, MO  
KATES' DETECTIVE & SECURITY SERVICES AGENCY &  
SPECIAL EVENTS, CHICAGO, IL  
KB & ASSOCIATES LLC, SAINT LOUIS, MO  
KELLERMAN INVESTIGATIONS LTD, GLEN CARBON, IL  
KEVIN W MCCLAIN INVESTIGATIONS LTD, CENTRALIA, IL  
LAW ENFORCEMENT TOTAL SOLUTIONS INC,  
SAINT LOUIS, MO  
LEGAL INVESTIGATIVE SERVICES INC,  
WARRENSBURG, MO  
MCDOWELL & ASSOCIATES LTD, SAINT LOUIS, MO  
METRO ONE INVESTIGATIONS INC, SAINT LOUIS, MO  
MIDWEST INTELLIGENCE INC, OZARK, MO  
MID-WEST PROTECTIVE SERVICE INC, BALLWIN, MO  
MILES INVESTIGATIONS INC, BEAVERTON, OR

NWI INVESTIGATIVE GROUP INC, WOBURN, MA  
PHOTOFAX INC, GILBERTS, IL  
PINKERTON CONSULTING & INVESTIGATIONS INC,  
SAINT LOUIS, MO  
RESEARCH CONSULTANTS GROUP INC, CARMEL, IN  
ROBERT N DANI INC, OKLAHOMA CITY, OK  
RON R BURETTA & ASSOCIATES INC,  
SAINT PETERS, MO  
RYAN R ROBISON & CO, TROY, MI  
SECURITY RESOURCES LLC, CHERRY HILL, NJ  
SEDGWICK SIU INC, NAPERVILLE, IL

SEMKE FORENSIC, SAINT CHARLES, MO  
SMITH & CARSON INC, ALPHARETTA, GA  
SNOOPERS US, MOUNTAIN HOME, AR  
SPEARTIP LLC, SAINT LOUIS, MO  
SPECIAL SERVICES INC, SAINT LOUIS, MO  
STAR INVESTIGATIONS LLC, KEARNEY, MO  
TACTICAL INVESTIGATIONS LLC,  
CARBONDALE, IL  
VERACITY RESEARCH CO LLC, DENTON, TX



# STATISTICS FY 17-21

PI STATISTICS	FY 17	FY 18	FY 19	FY 20	FY 21
PRIVATE INVESTIGATOR LICENSE	52	35	37	24	41
PI AGENCY LICENSE	14	9	9	6	8
PI AGENCY EMPLOYEE LICENSE	107	87	75	63	84
PRIVATE FIRE INVESTIGATOR LICENSE	6	3	4	1	0
FIRE AGENCY LICENSE	2	0	2	1	1
FIRE AGENCY EMPLOYEE LICENSE	16	5	11	3	9
COMPLAINTS OPENED	19	12	15	5	8
COMPLAINTS CLOSED	19	12	12	2	9
DISCIPLINES	5	2	3	0	0

## **DIVISION 2234 - BOARD OF PRIVATE INVESTIGATOR AND PRIVATE FIRE INVESTIGATOR EXAMINERS**

- [Chapter 1](#) - General Rules
- [Chapter 2](#) - Private Investigator and Private Fire Investigator
- [Chapter 3](#) - Private Investigator Agency and Private Fire Investigator Agency
- [Chapter 4](#) - Private Investigator Trainers
- [Chapter 5](#) - Examination Requirements
- [Chapter 6](#) - Continuing Education Requirements-- Private Investigators
- [Chapter 7](#) - Code of Conduct



# **RULE UPDATES**

### **Rules Update**

A few amendments have been made this past year to the Board of Private Investigator & Private Fire Investigator Examiners General Rules. Here is an overview of the changes:

### **Fees**

20 CSR 2234-1.050 has been amended to increase a few fees and to add a Verification Fee and Insufficient Funds Fee. (Current Fees listing shows all fees with 2021 changes in red.)

Effective March 30, 2021, you are required to pay \$15.00 for each License Verification you need sent to another state. If you are applying for licensure in another state and need a license verification sent to that state, simply send us your check or money order along with a note with your license number and the address where you need the verification sent. We can send the verification by e-mail or a hard copy by US postal service.

Also effective March 30, 2021, a \$25.00 Insufficient Funds fee will be charged for each insufficient funds check that we receive.

Effective October 30, 2021, the PI and PFI renewal license fee increased from \$300 to \$400, and the PI and PFI reactivation fee increased from \$200 to \$300. The agency employee application fee increased from \$50 to \$100, and the agency employee renewal fee increased from \$25 to \$50. In addition, the agency renewal license fee increased from \$200 to \$300.

# RULE UPDATES CONTINUED

## **Private Investigator and Private Fire Investigator Current Fees as of October 30, 2021**

*(numbers in red reflect 2021 changes)*

### (A) Investigator-

1. Application fee \$500
2. Renewal license fee **\$400**
3. Renewal penalty fee \$100
4. Inactive fee \$100
5. Reactivation fee **\$300**
6. Fingerprinting Fee Amount to be determined by the Missouri State Highway Patrol

### (B) Agency-

1. Application fee \$400
2. Renewal license fee **\$300**
3. Renewal penalty fee \$100
4. Additional agency license- initial(one-half (1/2) of primary office) \$200
5. Additional agency license- renewal(one-half (1/2) of primary office) \$100
6. Additional agency license- renewal penalty fee \$100

### (C) Licensed Agency Employee-

1. Application fee **\$100**
2. Renewal license fee **\$50**
3. Renewal penalty fee \$25
4. Fingerprinting Fee Amount to be determined by the Missouri State Highway Patrol

The following miscellaneous fees are established as follows:

- (A) Continuing education(CE) course review fee \$100
- (B) Individual course review fee \$10
- (C) Exam Fee \$80
- (D) Verification Fee **\$15**
- (E) Insufficient Funds Check **\$25**

# RULE UPDATES CONTINUED

## **Applications and Insurance**

20 CSR 2234-2.010, 20 CSR 2234-2.015, and 20 CSR 2234-3.010 were amended to simplify the language regarding the applications and to include language requiring liability insurance Certificates of Insurance show the Board of Private Investigator and Private Fire Investigator Examiners as a certificate holder.

20 CSR 2234-3.040 was amended to simplify the language regarding the application.

## **Examination**

20 CSR 2234-5.010 changes the amount of times a person may retake the PI exam as follows:

No person may apply to sit for, and take, the examination more than four (4) times within a twelve (12) month period.

## **Continuing Education**

20 CSR 2234-6.010 brought several changes to the Continuing Education Requirements. Effective July 30, 2021, this amendment adds language that exempts PI's and AIE's from CE requirements within their first renewal reporting cycle. It also allows for one hour of CE credit for licensees attending the open session of a Board of Private Investigator and Private Fire Investigator Examiners meeting. Finally, this amendment allows CE credit for any POST approved course without having to submit the Individual Course approval form and \$10 fee:

(B) Any licensed private investigator or licensed agency investigator employee may submit evidence of a completed Peace Officer Standards and Training Program (POST) approved course for continuing education credit without submitting an individual course review application and fee.

# SAY WELCOME TO OUR NEW FACES!

We have a new Division Director at Professional Registration. Sheila Solon was appointed by Governor Parson on January 6, 2021 to be the guiding force behind our service to all licensed professionals and to the citizens of Missouri.



**Sheila Solon**

Originally from Chicago, Ms. Solon moved to Missouri over 30 years ago and brings a wealth of legislative and leadership experience with her into her new role as Division Director of Professional Registration. She had the unique distinction of being elected in the Missouri House of Representatives in two different districts. Her energy and dedication will be a model for us all.



**Nicole Baldwin**

Nicole Baldwin began working for Professional Registration in May 2021 and is busy taking care of Private Investigators and Private Fire Investigators. When you have a question about CE's or renewals or anything else Private Investigator or Private Fire Investigator related, Nicole is ready to take care of you. Just give her a call at 573-522-7744 or shoot her an e-mail at [pi@pr.mo.gov](mailto:pi@pr.mo.gov). Her friendliness and willingness to help will brighten your day.